

ZION TOWERS
CONCERNED RESIDENTS ALLIANCE
469 Elizabeth Avenue
Newark, New Jersey 07112

CONSTITUTION AND BY-LAWS

ARTICLE I

Name

The name of this organization shall be the *ZION TOWERS CONCERNED RESIDENTS ALLIANCE*. This organization shall be a non-profit organization.

ARTICLE II

Purpose

The purpose of this organization shall be to:

1. Improve the living conditions of resident of the
2. Organize residents around issues and concerns that affect their daily lives and promote their increased participation in the solving of such problems;
3. Sponsor educational, cultural, recreational and other programs for the residents that will increase their ability to find solutions to problems within the development.
4. Encourage resident participation in community life;
5. Train potential leaders;
6. Initiate new services as need to enrich the lives of the residents;
7. Welcome new residents and help them become involved in community activities;
8. Promote the involvement of residents in the selection and implementation of social services programs, such as, job training, day care and health services; and
9. Work to provide expanded opportunities for residents participation in property management affairs and in programs designed to strengthen the self-sufficiency of Zion Towers residents.
10. Maybe

ARTICLE III

Membership

Any resident legally on the lease of a unit in the Zion Towers Apartments who is eighteen (18) years of age or older is a member of the Resident Alliance. Only members of the *Zion Towers Concerned Residents Alliance* will be permitted to vote at *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* meetings.

ARTICLE IV

Fiscal Year

The fiscal year for the *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* shall be January 1st through December 31st (calendar year).

ARTICLE V

Meetings

This section will describe the responsibilities of General Membership, Annual Meetings and Special Meetings. Election Meetings will be described in detail in Articles V and VI.

GENERAL MEMBERSHIP MEETING – General membership meetings of the organizations shall be held monthly at the call of the President. General membership meetings shall be open to the public, but voting will be restricted to the membership of the *RESIDENTS ALLIANCE*. Resident shall be notified of meeting at least three days before the meeting. No meeting shall be scheduled on a religious or legal holiday.

ANNUAL MEETING - An annual meeting will be held during the month of April each year. At this meeting, the annual report to the resident will be presented. In those years where an election of *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* Board Members has been held the annual meeting shall include the installation of those elected.

SPECIAL MEETING – Special General Membership meetings maybe called by the *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* President, by the written request of three Board members, or upon the written request of twenty (20) resident members.

ARTICLE VI

Representatives and Their Election

ELECTED REPRESENTATIVES - The Board of Directors of the *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* shall consist of nine elected representatives drawn from the membership of the Tenant Association. The term of office for all elected members of the Board of Directors shall be three years.

QUALIFICATIONS - Legal residents who are eighteen (18) years of age or older and legally residing within the development for at least two years, current in their rent, and has obtained signatures equivalent in number to at least five (5) percent of the units in the development are eligible to run for a position on the Sample Board of Directors. Potential candidates must present certification from HATI as to their satisfaction of these requirements.

ARTICLE VII

Election of Board of Directors, Officers and Members-At-Large

STRUCTURE - The *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* Board of Directors consists of nine (9) members. Five (5) members shall be elected as officers of the Board of Directors and four (4) members elected as Members-at-Large.

OFFICERS - The elected officers of *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* shall be President, 1st Vice President, 2nd Vice President, Treasurer, and Recording Secretary.

ELECTION OF OFFICERS - Officers will be elected by position based on the number of votes received. Individuals must run for specific offices, if after the election there are vacant positions because no person ran for the office, the Board at its first meeting must appoint individuals to fill those vacancies. Officers may succeed themselves.

TERM OF OFFICE - All Board of Directors' members shall serve for a period of two years. Beginning in May 2002, the date of the next election, all members will be up for election. The next election will be in May 2002 and every two years thereafter.

ARTICLE VIII

Duties of the Officers and At-Large Members

PRESIDENT – It shall be the duty of the President to preside at all meetings of the Board of Directors, general membership, and the Executive Committee. The President shall set the agenda for the Board of Directors meetings and the general membership of the *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* at the Annual Meeting. The President shall sign all organizational checks and have the checks co-signed by the Treasurer or a designated member of the Finance Committee. The Presidents may sign all contact, agreements and legal documents with the consent of the Board of Directors.

1ST AND 2ND VICE PRESIDENT – It shall be the duty of the Vice Presidents to coordinate the activities of the committees assigned to them and to supervise the chairperson of said committees. In the absence of the President or when so designated, the 1st Vice President shall perform the duties of the President. In case of the absence of the President and the 1st Vice President, the 2nd Vice President shall perform the duties of the President.

TREASURER – It shall be the duty of the Treasurer to collect, receive and place the funds in the organizations checking account. The Treasurer shall be the custodian of all organizational funds. The Treasurer shall be bonded in a sum as designated by the Board of Directors. The Treasurer will be the custodian of the organization's checkbook. The Treasurer will prepare checks upon the presentation of a duly authorized voucher and resolution. The Treasurer, if so authorized by the Board of Directors, shall co-sign checks with the President. The Treasurer shall submit a written financial report at all meetings of the Board of Directors and at the general membership meetings. The Treasurer shall serve as a member of the organization's Finance Committee. The Treasurer is responsible for identifying bills to be paid in their fiscal report. The Treasurer shall issue receipts, and maintain an up to date record of payment and delinquencies. All financial records shall be maintained at the Tenants Association's office.

RECORDING SECRETARY – It shall be the duty of the Recording Secretary to keep a record of the proceeding of the meetings of the membership and the Executive Committee. The Secretary shall be the custodian of all reports belonging to the organization, including the annual reports of the President and the committee chairpersons. All records shall be maintained at the *ZION TOWERS CONCERNED RESIDENTS ALLIANCE* office. The Recording Secretary shall also receive, date and distribute all organizational incoming mail.